

**BAY COUNTY BUILDING AUTHORITY
AGENDA
WEDNESDAY, JANUARY 16, 2008
12:00 NOON**

- | | | |
|-----------------|-----------|---|
| PAGE NO. | I | CALL TO ORDER |
| | II | ROLL CALL |
| 1-3 | III | MINUTES (12/12/07, approve) |
| | IV | PUBLIC INPUT |
| | V | ITEMS FOR CONSIDERATION |
| | A. | GENERAL BUILDING AUTHORITY |
| 4-5 | | 1. Consideration of changing By-Laws, Section 1 A. From the <i>second</i> Wednesday to the <i>third</i> Wednesday of each month. (Section 1 H. of the By-Laws state, "These By-Laws can be amended at any meeting by a two-thirds vote of the total membership provided written notice is given at the previous meeting.") Consider this written notice. |
| | VI | UNFINISHED BUSINESS |
| | VII | NEW BUSINESS |
| | | 1. Election of Officers |
| | | Chairman |
| | | Vice-Chair |
| | | Secretary |
| | VIII | MISCELLANEOUS |
| | | <i>(No accounts payables this month)</i> |
| | IX | ANNOUNCEMENTS |
| | X | ADJOURNMENT |

BAY COUNTY BUILDING AUTHORITY

Date Meeting: December 12, 2007

Held in the Commissioners' Fourth Floor Commissioners Chambers- Bay County Building

Commissioners Present		46	47	48	49	50				
P	Donald Goulet	M/Y	M/Y	M/Y	Y	S/Y				
P	William Borch	Y	Y	Y	Y	Y				
P	Rick Bukowski	Y	Y	Y	S/Y	M/Y				
P	Gary Phillips, Chair.	Y	Y	Y	Y	Y				
P	Rich Charbeneau.	S/Y	Y	S/Y	M/Y	Y				
	Tom Ryder, V. Chair	E	X	C	U	S	E	D		
P	John Pflueger	Y	S/Y	Y	Y	Y				
Commissioners Present										
	Don Goulet									
	William Borch									
	Rick Bukowski									
	Gary Phillips, Chair									
	Rich Charbeneau									
	Tom Ryder, V. Chair									
	John Pflueger									
Commissioners Present										
	Don Goulet									
	William Borch									
	Rick Bukowski									
	Gary Phillips, Chair									
	Rich Charbeneau									
	Tom Ryder, V. Chair									
	John Pflueger									

Others : D. Stone, L. Long

Meeting Called to Order at 12:00 p.m. By: Chair. Phillips _____

M-Moved
S-Supported
Y-Yea
N-Nay
A-Abstain
E-Excused

-1-

**Bay County Building Authority
Meeting Minutes, December 12, 2007
Page No. 1**

MOTION NO.

This meeting of the Bay County Building Authority was called to order, a roll call conducted, and a quorum was determined to be present.

- 46 MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES
 OF OCTOBER 10, 2007 AS PRESENTED.**

PUBLIC INPUT: None

GENERAL BUILDING AUTHORITY:

- 47 MOVED, SUPPORTED AND CARRIED TO APPROVE THE BUDGET
 ADJUSTMENT REQUEST NO. 07-0233. (ITEM V A 1)**

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

MISCELLANEOUS:

Rick Bukowski questioned what the invoice from Bay Aggregate was for. The Project Coordinator answered that it was a bill for cement for the Standish home on Almont. Mr. Bukowski then asked what the cement was used for and the Coordinator stated she would get the answer and email him the information. It was then...

- 48 MOVED, SUPPORTED AND CARRIED TO APPROVE THE ACCOUNTS
 PAYABLE INVOICES AS PRESENTED.**

**Bay County Building Authority
Meeting Minutes, December 12, 2007
Page No. 2**

MOTION NO.

ANNOUNCEMENTS:

Chairman Phillips welcomed new board member, William Borch to his first Building Authority Meeting. After some discussion regarding changing the Building Authority Meetings to the third Wednesday of each month, the Project Coordinator stated that she would check with the Project Manager regarding the stipulations in the By-Laws. It was then...

**49 MOVED, SUPPORTED AND CARRIED TO CHANGE JANUARY'S
MEETING TO THE THIRD WEDNESDAY, JANUARY 16, 2008.**

**50 MOVED, SUPPORTED AND CARRIED TO ADJOURN TO THE CALL
OF THE CHAIR. (12:10 P.M.)**

Submitted by,



Deborah Stone
Bay County Building Authority

BAY COUNTY BUILDING AUTHORITY

BY-LAWS

WHEREAS, the County of Bay has incorporated the Bay County Building Authority pursuant to the provisions of Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended; and

WHEREAS, the Articles of Incorporation of the Building Authority require that certain by-laws and rules of procedure be adopted by the Commission of the Building Authority:

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The following shall be the By-Laws of the Building Authority.
 - A. Regular meetings of the Commission of the Building Authority shall be held on the second Wednesday of each month unless otherwise ordered by the Chairman.
 - B. Special meetings can be called by the Chairman or any two members of the Commission on 18 hours written notice of the time and place or without prior notice when 2/3 of the members decide that delay would be detrimental to efforts to lessen or respond to a severe and imminent threat to the health, safety, or welfare of the public.

Written notice of special meetings of the Commission shall be either (a) served personally on each member of the Commission or left at his or her usual place of employment or residence no less than (18) hours prior to the time of the special meeting; (b) given personally by telephone to each member of the Commission not less than eighteen (18) hours prior to the time of the special meeting; or, (c) given by first class mail to each member of the Commission not less than seventy-two (72) hours prior to the time of the special meeting.

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 - C. Public notice of all regular, special or rescheduled regular or special meetings of the Commission of the Building Authority shall be given pursuant to the applicable provisions of the Open Meetings Act, Public Act 267 of 1976.
- D. Four members of the Commission shall constitute a quorum.

- E. The Commission shall elect its officers at the first meeting in January.

The offices of Chairperson, Vice-Chairperson, and Secretary shall be elected by a roll call vote of the members, to serve for one year or until their successors are elected, and their term of office shall begin at the close of the meeting at which they are elected. No term of office created under this section shall extend beyond the term of the Commissioner elected.

No member shall hold more than one office at a time, and no member shall be eligible to serve more than two consecutive terms in the same office.

- F. The fiscal year shall begin on the first day of January and end on the thirty-first day of December in each year.
- G. The rules contained in the current edition of Robert's Rules of Order, Newly revised, shall govern the Commission in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules of order the Commission may adopt.
- H. **These By-Laws can be amended at any meeting by a two-thirds vote of the total membership provided written notice is given at the previous meeting.**

Amended 3/12/03